

DRAFT/UNAPPROVED

**VIRGINIA BOARD OF PHARMACY
MINUTES OF INFORMAL CONFERENCE COMMITTEE REVIEW OF INNOVATIVE
PILOT APPLICATION**

June 3, 2014
Second Floor
Training Room 1

Perimeter Center
9960 Mayland Drive
Henrico, Virginia 23233-1463

CALL TO ORDER: The meeting was called to order at 1:10PM.

PRESIDING: Ellen Shinaberry, Committee Chairman

MEMBERS PRESENT: Jody H. Allen

STAFF PRESENT: Caroline D. Juran, Executive Director
J. Samuel Johnson, Jr., Deputy Executive Director
Beth O'Halloran, Individual Licensing Manager

SENTARA VIRGINIA BEACH
GENERAL HOSPITAL: The purpose of the informal conference was to act upon the Application of Sentara Virginia Beach General Hospital for approval of an innovative (pilot) program ("Application") to utilize "Radio Frequency Identification Tagging for Pharmacy Kit Processing." Richard Lee Grasmick, PIC at Sentara Virginia Beach General Hospital; Tegan Williams, Team Coordinator at Sentara Virginia Beach General Hospital; and, Tim Kress-Spatz, CTO with Kitcheck appeared in person at the informal conference.

CLOSED MEETING: Upon a motion by Ms. Allen and duly seconded by Ms. Shinaberry, the Committee unanimously voted to convene a closed meeting pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia for the purpose of briefing by staff members pertaining to probable litigation and to act upon the application for approval of an Innovative (pilot) program for Sentara Virginia Beach General Hospital to utilize "Radio Frequency Identification Tagging for Pharmacy Kit Processing." Additionally, she moved that Caroline D. Juran, J. Samuel Johnson, Jr., and Beth O'Halloran attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations.

RECONVENE: Having certified that the matters discussed in the preceding closed meeting met the requirements of §2.2-3711 of the Code, the Committee re-convened in open meeting and announced the decision.

DECISION: Ms. Shinaberry announced the committee's decision to approve the innovative (pilot) program for a period of one (1) year. The following terms and conditions also apply and were read by Ms. Juran:

1. Pharmacists shall perform and document 100% verification of the accuracy for the kit and drug radio frequency identification (RFID) tagging processes and addition of new drugs into the RFID software tagging system. Documentation of this check shall include the pharmacist's initials for each kit and drug tagged and each new drug added into the RFID software tagging system and

- a description of all discrepancies found;
2. Pharmacists shall perform a daily random check for verification of the accuracy of 5.0% of all kits prepared that day utilizing the RFID technology. Documentation of this check shall include the pharmacist's initials for each kit checked and a description of all discrepancies found;
3. The requirement in Regulation 18VAC110-20-490 C for the delivery record to include the initials of the pharmacist checking the drugs to be removed from the pharmacy shall be waived for the kits prepared using RFID technology;
4. The requirement in Regulation 18VAC110-20-460 A for a pharmacist to check all Schedule II-VI drugs delivered to a hospital unit as floor-stock before the drugs leave the pharmacy shall be waived for the kits prepared using RFID technology;
5. The requirement in Regulation 18VAC110-20-355A for a pharmacist to verify the repackaging shall be waived for those kits prepared using RFID technology;
6. All records required by this section shall be maintained at the address of the pharmacy for a minimum of two years. Records may be maintained in offsite storage or as an electronic image that provides an exact image of the document that is clearly legible provided such offsite or electronic storage is retrievable and made available for inspection or audit within 48 hours of a request by the board or an authorized agent.;
7. The innovative (pilot) program shall be subject to one random, unannounced inspection by the Board or its designated representative within 12 months following the implementation of the innovative (pilot) program. This inspection is independent from any routine inspection. Sentara Virginia Beach General Hospital shall be solely responsible for the payment of an inspection fee of \$150.00 to be paid to the Board within thirty days from the date of the statement of monies owed which will be mailed following the inspection;
8. Quarterly reports shall be submitted to the Board identifying the number of kits prepared using the RFID technology, number of kits verified by a pharmacist under the 5% check requirement, duration of any downtime in the use of the technology other than for routine maintenance, and a description of any errors identified in using the RFID technology. Such reports shall be submitted in March, June, September, and December;
9. Errors resulting from the use of the RFID technology to prepare kits shall be immediately reported to the Board;
10. Any operational changes or modifications to the innovative (pilot) program shall be approved by the Board prior to initiation of the modification; and,
11. Reports of significant errors or other problems, or failure to comply with the terms and conditions described above shall constitute grounds for the rescission of the approval, and an administrative proceeding shall be convened to determine whether the approval should be rescinded or modified.

ADJOURN: The meeting adjourned at approximately 3:50PM.

Ellen Shinaberry, Committee Chairman

Caroline D. Juran, Executive Director

Date

Date

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